

CENTRAL INTELLIGENCE AGENCY  
Washington, D. C.

25X1A

NOTICE  
NO. [REDACTED]

28 February 1953

SUBJECT : Preparation of Correspondence

REFERENCE: Correspondence Manual, April 1952, Page 31

In order that the Director and the Deputy Director of Central Intelligence may know who has prepared and concurred in correspondence for their signatures, one of the two copies of all such correspondence forwarded for retention by their Offices will bear the signature and title of the originator and each concurring officer.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[REDACTED]

L. K. WHITE  
Acting Deputy Director  
(Administration)

FOIAb3b

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